

Minutes of the Paul Memorial Library Trustee Meeting of May 5, 2014

Attending were: Kim Crisp, Lisa Cloyd, Pam Burch, Win Fream, Lee Woodworth, guest appearances by Brian Tarnowski, Alison Watts, and William Clarke

Meeting was called to order at 6:30 pm

1. Brian Tarnowski showed us his designs and photos for the cabinet designs – quote below:

Materials \$2550

Labor \$4760 (\$35.00/hr)

Total \$7310

Library cost would be \$5950 with his discount giving us a savings of \$1360

2. The electrical quote from Exeter River Electrical Contractors came in:
\$835 to wire the new computer areas and the overhead projector area
Will need a new router
3. Bill Clark came to give us an estimate for the cabinets and bookshelves. To view examples of his work, see his website www.wmclarke.com. We will compare to the design and cost presented by Brian.
4. Treasury Report – current general fund balance of \$9667. The big budget item this winter was the heating oil.
5. Allison Watts came to discuss runoff stormwater options – the purpose is to alleviate some runoff into the river and Great Bay
 - a. It involves routing stormwater from the roof into pre-dug holes for collection and drainage
 - b. A UNH grant provides the design and Jamie Houle is the project manager
 - c. Next step would be to bring in Jamie to do the design work
 - d. We could also do an educational session on it for town residents
 - e. The library would need to:
Deal with getting the permits
Dig the holes according to the design
Track time spent in kind
 - f. A motion was made to participate in the “Biopalooz” project, and it was approved by the board

6. Director's report –
 - a. need help taking out the big trash on May 17
 - b. Cleaning need – Lorna Rogers does cleaning – she is a patron and comes frequently
 - c. Need would be for 5 hours each month, 2 sessions 2.5 hours at 10.00 an hour, Pam and Lee will ask her
7. Sat. June 28th is the date of road race – we may need to help out
8. Computers are being researched – we are looking at spending roughly 500.00 for each computer, (HP Pavillions) and a new router for 149.00. We are hoping to purchase 2 computers for patron usage and one for reference lookups.
9. Many donations have been received in honor of Dr. Hackett. These will be added to the gift fund and Elizabeth Kegode will be consulted regarding how she would like the money to be used.
10. Next meeting is scheduled for Tuesday, June 10.

Respectfully submitted,

Lisa Cloyd
Secretary
Paul Memorial Library Board of Trustees

Director's Report for April 2014

New and Important

- ❖ Old books from basement fall into two categories: ones belonging to the Paul Sisters (most are inscribed) and those that have been weeded from our collection - recommending that we keep anything that we know or suspect belonged to the Paul Sisters and try to sell anything of value in our old collection
- ❖ Scarecrow contest? If we are still interested, materials and information could be handed out during Fall Festival (September 27th), a sample "kit" could be picked up May 10th from 10:00-12:00 in Chester at the Historical Society, 1 Chester Street
- ❖ New dehumidifier for the basement?
- ❖ Need someone to take items for Trash Day on May 17th (two moldy bookcases from historical room and perhaps broken down antique chairs under stairs in basement)

- ❖ Approval for cleaning person? Finally got this one figured out!

Library Building/Grounds

- ❖ Working on cleaning the basement so that we can get rid of bigger items on May 17th which can include two old bookshelves in historical room
- ❖ I am moving all the old books up from the historical room in basement
- ❖ Cleaned out the cupboards in the Reading Room and our storage closet

Book Clubs

The Afternoon Book Club met on Wednesday, April 9th to discuss Year of Wonders, 7 members attended. The Evening Book Club met on Monday, April 21st to discuss Without a Map, 5 members attended. *We are going to try having both groups read the same book for May - so people could choose to attend at either time.*

Friends of the Library

Looks like the Road Race will be **Saturday, June 28th** - your help may be needed! Some of the Friends will be away. The library shares in the proceeds from this event (usually about \$400).

These are things that the Friends pay for: bookmarks, mugs (used for our welcome gift), 4 magazine subscriptions, museum memberships (4), Constant Contact, newsletters going to all households (approximate cost for each is \$500), performer during April break, \$200 towards summer reading.

Summer Reading

We have received the Kids, Books and the Arts grant from the New Hampshire State Library. This will fund most of our opening presentation for Summer Reading on **Tuesday, June 24th** - Linda Peck. Total cost is \$490; grant covers \$380.

Donations

Donations are coming in memory of Dr. Hackett. I will deposit the checks into our Donation Account and write thank you notes. In about a month, I will write to Elizabeth and let her know who donated (but not amounts). Sometime in the future, we can outline some options for her to utilize the funds or go with her wishes.

Connecting with Other Libraries

I will attend the Small Libraries Summit in Concord this Friday, May 9th. Always great info!

Lisa and I will attend the New Hampshire Library Trustees conference on May 19th. The Seacoast Librarians Cooperative will meet on Friday, May 23rd.

Attendance at Events in April

Babies and Toddlers - 15C/14A

Preschool Story Time - 14C/12A

TOTAL = 164

Lego Club - 12

Lecture "The Secrets of Cellar Holes" - 25

Movie Matinee Afternoon - 5

Book Groups - 12

Wildlife Encounters - 55

Library Statistics for April

Total number of people through the door: 449

Total number of patrons using the library: 228

Total number of items circulated this month: 748

Number of new patrons: 4

Respectfully submitted,

Pam Burch